

Approved For Release 2000/05/31 : CIA-RDP83B00823R000500190007-6

Security Records Division
Work Measurement Statistics for May 1975

1. Case Processing Activity.	
Cases processed based on requests for checks, investigations and/or security clearances.	<u>1914</u>
2. Indices Activities.	
Manual name searches; names changed; cards typed, filed and purged; and security documents numbered.	<u>9492</u>
3. Filing Activities.	
Files requested, files pulled, folders filed, files recharged, security documents filed, PRU requests and terminal searches.	<u>67793</u>
4. Computer Support Activities.	
Names searched, systems update transactions, miscellaneous keypunch activity and 1050 Telecommunications transactions.	<u>67782</u>
5. Communications Activities.	
Teletype messages, dispatches, Agency cable and non-Agency cable traffic document receipts, items manifested, notices and bulletins handled.	<u>6381</u>
6. Case Analysis Activities.	
Cases analyzed, summaries prepared and reference material reviewed and summarized.	<u>868</u>
7. Information Processing Check Activities.	
Checks requested, references reviewed, summaries prepared and material furnished requesters.	<u>1059</u>
8. File Retirement and Microfiche Activities.	
Files reviewed for retirement to microfiche and pages prepared and filmed.	<u>40126</u>
9. Outside Agency Name Check Activity.	
Completed requests for checks and supporting memoranda prepared in cases with positive results.	<u>5914</u>
Total Units Produced	<u>201329</u>

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